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то:	Joyce M. Grossnic	kle, Adm	inistrati	ve Officer						
ROM:	Hilari Varnadore, Directo	r, Office E	inv Susta	nability 🚻		DATE:	3/19/2009			
Subje	ect: Resolution to Establish the	Frederick	County	Sustainability	Com	mission				
Prese	nter (Name & Title): Hilari	Varnadore,	Director	, OES			`			
	ested Date: 3/26/2009			<u>. </u>			Phone:	x17414		
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ΓΤ	Staff	Initials	Date	Comments		St	aff	Initials	Date	Comments
√ c	County Attorney	Bn	3/20/09			Permitting & Review Direct	Development			
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	Finance Director					Utilities and Managemen			_	:
	Budget Officer					Elected Offi	cials			-
	Fire & Rescue Services Dir.					Independen Other	t Agencies			
	Management Services Director	<u> </u>			\	Assistant Co	unty Manager			
Atta	achments: Yes	No)							

PLEASE NOTE: The <u>original and 10 copies</u> of all attachments (including the coordination sheet) are required for the Board of County Commissioners' meetings, which includes the Joint BOCC/BOE Meeting and the County/Municipal Meeting. If you are scheduled for a <u>Closed Session</u>, then you only need to submit the <u>original and nine (9) copies of</u> the back-up material. Back-up materials are due to the Administrative Officer <u>ONE WEEK IN ADVANCE</u> of the meeting. If materials are not received in a timely manner, you will be asked to reschedule your item.



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David P. Gray Vice President

Kai J. Hagen

Charles A. Jenkins

John L. Thompson, Jr.

COUNTY MANAGER'S OFFICE

Ronald A. Hart County Manager

Barry L. Stanton
Assistant County Manager

Joyce M. Grossnickle Administrative Officer

Robin K. Santangelo Public Information Officer



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BOARD OF COUNTY COMMISSIONERS FREDERICK COUNTY, MARYLAND

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MEMORANDUM

TO:

Board of County Commissioners

THROUGH: Ron Hart, County Manager

Barry Stanton, Assistant County

FROM:

Hilari Varnadore, Director, Office of Environmental Sustainability

SUBJECT:

Resolution to Establish the Frederick County Sustainability

Commission

DATE:

March 19, 2009

Background

Long-term, community sustainability is not achievable without the investment and collaborative spirit of residents, businesses, schools, volunteer groups, non-profits, and government agencies. There are simply too many roles for one individual or organization to fill; a community-wide commitment is needed to make substantial contributions toward our goals.

In order to engage the community and learn from the diversity of voices present in Frederick County, the Board of County Commissioners has asked staff to bring forward a resolution to formally establish the Frederick County Sustainability Commission. The commission will provide the Board with a community-based perspective on issues related to sustainability and the environment and guide the development of a Frederick County Sustainability Plan.

Establishing the commission is a direct implementation of the County's sustainability framework and program, which was endorsed by the Board on March 10, 2009.

Recommendation

Staff recommends formal establishment of the Frederick County Sustainability Commission.

Attachments

Attachment 1: Resolution to Establish the Frederick County Sustainability Commission

THE EFFECTIV	E DATE OF THIS RESOLUTION IS _	
	RESOLUTION NO.	

RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF FREDERICK COUNTY, MARYLAND

RE: FREDERICK COUNTY SUSTAINABILITY COMMISSION

A RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS TO ESTABLISH THE FREDERICK COUNTY SUSTAINABILITY COMMISSION AS A FUNDAMENTAL COMPONENT OF THE COUNTY'S PROGRAMS IN SUSTAINABILITY AND ENVIRONMENTAL LEADERSHIP.

WHEREAS, the Board of County Commissioners supports improving the quality of life and protecting the natural systems that sustain life for present and future generations; and

WHEREAS, the Board of County Commissioners endorsed a vision for Frederick County Government to lead by example through its own sustainable practices, implement policies that encourage sustainable development within the community, and engage in partnerships that promote sustainable living; and

WHEREAS, the Board of County Commissioners established an Office of Environmental Sustainability to advance improvements and innovation in air and water quality; energy efficiency and renewable energy; green building and smart growth; resource conservation and land protection; waste reduction and recycling; sustainable economic development; and citizen participation and community engagement; and

WHEREAS, the Board of County Commissioners wants to involve the citizens of Frederick County in evaluating, promoting, and advancing issues related to the long-term environmental, social and economic health of Frederick County; and

WHEREAS, the Board of County Commissioners desires to establish the Frederick County Sustainability Commission.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF FREDERICK COUNTY, MARYLAND, that:

- 1. <u>Commission Established.</u> The County Commissioners hereby confirm the establishment of the Frederick County Sustainability Commission (FCSC) with the functions, duties, and powers provided in this Resolution.
- 2. <u>Membership.</u> The FCSC shall consist of thirteen (13) members appointed by the Board of County Commissioners.
- 3. <u>Composition</u>. The membership of the FCSC shall ensure fair representation from a balanced range of interests including non-profit, academic, and private sectors. Members of the FCSC shall have a professional affiliation with, or expertise in, one or more of the following areas:
 - Energy
 - Sustainable land use and transportation
 - Open space and land preservation
 - Green building practices
 - Air quality/climate
 - Water quality
 - Recycling/waste reduction
 - Environmental justice
 - Education
 - Small and/or local business

- Green jobs/workforce training
- Human/environmental health
- Agriculture/food security
- Community, grass-roots environmental efforts
- Finance and governance
- 4. Qualifications. Members of the FCSC must be residents and registered voters of Frederick County, Maryland.
- 5. <u>Terms of Appointment.</u> Members shall serve for a term of three (3) years and may be reappointed for one (1) subsequent three (3) year term.
 - a. The first round of appointees to the FCSC will have staggered terms: five
 (5) members will be appointed to a three year term and four (4) members
 each will be appointed to two and one year terms, with three-year terms
 thereafter.
 - b. Terms will be based on the county's fiscal year, July 1 June 30.
 - c. Any member may resign at any time by giving written notice of such resignation to the Board of County Commissioners.
 - d. The Board of County Commissioners may remove a member at any time
 by a majority vote.
 - 6. <u>Vacancies</u>. Vacancies shall be filled by the following process.
 - a. The Board of County Commissioners is notified of the vacancy.
 - b. The Office of the County Manager seeks applicants and receives applications.

- The FCSC reviews applicants and recommends candidates to the Board of County Commissioners.
- d. The Board of County Commissioners appoints members to the FCSC.
- e. A person appointed to fill a vacancy shall serve the balance of the unexpired term.
- 7. Officers. Officers of the FCSC shall be a Chair and a Vice Chair whom shall be elected from among the FCSC membership on an annual basis. The terms of officers shall be one (1) year or until a successor shall be elected and qualified. The duties and eligibility of officers shall be established within the Bylaws of the FCSC.
- 8. Quorum. A majority of the total number of members shall constitute a quorum for the transaction of business.
 - 9. <u>Duties and responsibilities.</u> Among its powers and duties, the FCSC may:
 - a. Identify and prioritize concerns and issues relating to long-term environmental, social and economic sustainability of the Frederick County community.
 - b. Develop a Sustainability Plan for Frederick County.
 - Annually review the County's Sustainability Plan, provide a written report
 on the status of implementation of the Plan, and make recommendations to
 the Board of County Commissioners on any revisions that reflect new
 information or priorities for pursuing a more sustainable community.
 - d. Review and report to the Board of County Commissioners on progress toward achieving adopted sustainability goals and objectives, utilizing staff of the County Manager's Office of Environmental Sustainability,

- County Divisions and Departments, and other sources for the information necessary for such review.
- e. Frame priorities for sustainability that balance environmental protection, judicious use of resources, economic vitality, healthy communities, and social equity and that are appropriate to the specific challenges and constraints of the region, and develop and propose a comprehensive set of sustainability principles to inform county policies.
- f. Establish methods and indicators to measure success in meeting established sustainability goals.
- g. Solicit and review recommendations from other county advisory committees regarding indicators, implementation, and/or other aspects of the county's Sustainability Plan.
- h. Support and sponsor community programs and projects to provide information and education to the community on ways to improve individual, business, or organizational sustainability.
- i. Develop and encourage community efforts and resources for community action on sustainability.
- j. Consult with the Board of County Commissioners as requested relative to specific sustainability issues and needs that may arise.
- 10. <u>Scope of FCSC authority</u>. The FCSC may consult and cooperate with federal, state, county, city, town, or other governmental or public agencies, commissions, and committees, citizens, community groups, academic institutions, and other entities on matters relating to sustainability in fulfilling its duties and responsibilities under this chapter.

- 11. <u>Bylaws.</u> The FCSC may adopt Bylaws to govern its affairs and for the conduct of its duties and responsibilities.
- 12. Open Meetings. All meetings of the FCSC shall be open to the public and may be closed only as provided in the Maryland Open Meetings Act (Maryland Annotated Code, State Government Article, Sections 10-501 and following). The FCSC may adopt reasonable rules to govern public participation in its meetings.

The Undersigned	d hereby certifies th	nat this Resolution was approved and adopted on th
day of	, 2009.	
ATTEST:		BOARD OF COUNTY COMMISSIONERS OF FREDERICK COUNTY, MARYLAND
	BY:	(SEAL)
Ronald A. Hart		Jan H. Gardner
County Manager		President